

TONBRIDGE & MALLING BOROUGH COUNCIL

CABINET

12 October 2011

Report of the Central Services Director

Part 1- Public

Executive Non Key Decisions

1 BUILDINGS REPAIRS RESERVE EXPENDITURE PLAN (BRREP) 2011/12 AND SIX YEAR PLAN TO 2016/17

Summary

The report presents the outcome of Management Team's review of the Building Repairs Reserve Expenditure Plan (BRREP) to 2016/17 and gives details of the associated funding statement. It seeks Members' endorsement of Management Team's consideration of the issue.

1.1 Background

- 1.1.1 The Council funds building repairs expenditure through a building repairs reserve which supports a rolling six year Expenditure Plan overseen by Management Team. In essence year on year fluctuations in expenditure are 'smoothed out' by a transfer from the Building Repairs Reserve approved annually on the recommendation of Management Team.
- 1.1.2 The Plan is made up of a variety of items of differing types and sizes from small jobbing repairs to scheduled maintenance of specialist plant to larger projects. In its implementation there are frequent changes to the timing and scope of works within the plan. These are monitored by Management Team.
- 1.1.3 When reviewing the Plan for 2011/12 to 2016/17 Management Team were asked to consider a number of deferments and amendments to the Plan. These were assessed and resolved to keep funding within targets over the life of the plan.
- 1.1.4 The report seeks to inform Members of revisions to the original BRREP estimate for 2011/12 and the overall six year plan from 2011/12 to 2016/17 inclusive. Particular reference has been given to BRREP following the need to restrict spending as much as possible as part of the Council's response to the economic downturn, subsequent budget issues and the Government Spending Review.

1.2 BRREP 2011 – 2017

1.2.1 At Annex 1/1A is the revised BRREP for 2011/12 to 2016/17.

1.2.2 The revised estimate for 2011/12 totalling £549,330 can be expressed simply as follows:-

	£
Original estimate for 2011/12	449,750
Initial savings as at Annex 2	(93,800)
Programme changes including items carried forward from 2010/11 as at Annex 2	78,280
Revisions to 2011/12 as at Annex 2	70,600
New items added for 2011/12 as at Annex 2	44,500
	—————
Revised estimate for 2011/12	549,330
	—————

1.2.3 The reconciliation figures above are detailed at Annex 2 with committed sums shown emboldened. This reconciliation attempts to demonstrate to Members the extent of changes made for 2011/12 in conjunction with “client” Service representatives and officers from Financial Services. It also confirms the mathematical accuracy of the adjustments.

1.2.4 As part of our full consultation with Services every effort has been made to identify savings and/or cost reductions resulting in the 2011/12 revised total of £549,330 and 2012/13 estimate of £417,600.

1.2.5 By the very nature of maintenance work, priorities and legislation change, often without warning. It is only through coordination and cooperation with our client Service representatives that we endeavour to identify and target our resources on the most essential of the items identified in the BRREP.

1.2.6 Although it is anticipated that we will achieve the £549,330 expenditure, we may struggle to keep within this limit especially if unplanned major plant expenditure continues to arise.

1.3 Funding Issues and Deferred Items

- 1.3.1 It can be seen from the funding statement at Annex 3, that there are sufficient funds available to meet projected expenditure over the life of the Plan. At the end of the Expenditure Plan period (2016/17) the Building Repairs Reserve is in credit to the sum of £20,060. However, to achieve this position, it has been necessary to scrutinise all of the items contained in the Plan, both cyclical and those specifically requested by Services.
- 1.3.2 Members need to be aware that there are also several high value long-term cyclical items that have been deferred to year 2017/18 (in the 10 year unfunded 'virtual' Plan) that will be assessed each year for inclusion in the funded six year plan.

1.4 Other Health and Safety Issues

- 1.4.1 In all workplaces and premises open to the public there is a requirement for emergency lighting to be fully discharged and tested on a regular basis. The relating British Standard suggests annually.
- 1.4.2 Because these tests have not been carried out in the Council's buildings previously, we are arranging for these to be completed during the course of this year. To date, tests have been carried out at the Angel Centre, Tonbridge Pool and Larkfield Leisure Centre.
- 1.4.3 The tests have resulted in approximately 100 fittings failing during the three hour discharge period (most being at Larkfield Leisure Centre) and costs have been obtained for replacing these emergency lights. This amounts to approximately £12,800 across the three sites. We are currently awaiting the results of the discharge tests carried out at both Gibson Buildings and are programming in tests for the remainder of the Council's buildings over the coming weeks. It is hoped the results of the discharge tests for the rest of the sites will not require the replacement of as many fittings due to their small size when compared to the leisure centres.
- 1.4.4 Linked to this, are Fire Safety Risk Assessments which the Council's Health and Safety Officer has arranged and are a requirement of the Regulatory Reform (Fire Safety) Order 2005. These reports recommend certain actions/improvements in terms of fire safety for each site and it is envisaged that an officer study group will be established to corporately analyse these recommendations.
- 1.4.5 In terms of funding, minor works will be picked up by existing service budgets and BRREP. However, funding for any larger scale works that may arise will be considered by Management Team as and when required.

1.5 Legal Implications

- 1.5.1 This Plan has been developed in accordance with our known health and safety requirements. Other issues may emerge during the life of the Plan and any response will be assessed corporately by Management Team to ensure we are complying with our legal requirements.
- 1.5.2 All procurement will be undertaken in accordance with the Council's Financial Regulations.

1.6 Financial and Value for Money Considerations

- 1.6.1 This report fundamentally concerns funding the BRREP. Members should be reassured however, that within the Plan we seek value for money by applying the Council's Financial and Contract Procedure Rules and scanning the market to achieve competitive rates.

1.7 Risk Assessment

- 1.7.1 Failure to maintain our assets to an appropriate standard could have risk implications in respect of health and safety matters, quality of the Council's image, customer take-up and associated income streams. It could also lead to a fall in the value of the Council's asset base.

1.8 Policy Considerations

Asset Management

Biodiversity and Sustainability

Crime & Disorder Reduction

Customer Contact

Equalities/Diversity

Health and Safety

Procurement

1.9 Recommendations

1.9.1 Members are requested to:-

- (a) Endorse the overall BRREP six year plan to 2016/17 at Annex 1/1A,
- (b) Endorse the changes to commitments and additional expenditure in the 2011/12 BRREP shown at Annex 2, and
- (c) Note the funding statement at Annex 3.

Background papers:

contact: John DeKnop

BRREP file for 2011/12

Julie Beilby

Central Services Director

Screening for equality impacts:		
Question	Answer	Explanation of impacts
a. Does the decision being made or recommended through this paper have potential to cause adverse impact or discriminate against different groups in the community?	No	Properly funding building maintenance ensures access is fully available to all sectors of the community.
b. Does the decision being made or recommended through this paper make a positive contribution to promoting equality?	Yes	See above
c. What steps are you taking to mitigate, reduce, avoid or minimise the impacts identified above?		None

In submitting this report, the Chief Officer doing so is confirming that they have given due regard to the equality impacts of the decision being considered, as noted in the table above.